

Santa Clara County  Office of Education

1290 Ridder Park Drive
San Jose, CA 95131

BUDGET STUDY COMMITTEE MEETING
May 5, 2010
4:00 PM – 5:00 PM
Campbell Conference Room, North Bldg, 3rd Floor

AGENDA

1. Roll Call and Introductions
2. Setting the Agenda
3. Review and Approval of Minutes (April 21, 2010)
4. Hearing of Persons Desiring to Address the Committee on Issues Not on the Agenda
5. Discussion Items
 - a. 2010-11 Budget Summary (Doug 30 min)
 - b. Review major changes to 2010-11 Budget to incorporate Ventura COE budget model. (Laurie 15 min)
6. There are no additional Budget Committee meetings scheduled.
7. Budget will go to Board for adoption on June 16, 2010.

BSC Members

Dr. Charles Weis, Chair
Linda Aceves
Kelly Calhoun
Doug Coffman
Joseph Di Salvo
Cary Dritz
Joe Fimiani
Cathy Grovenburg
T. N. Ho
Laura Kidwiler
Grace Mah

Recorder

Carole Nelson


SANTA CLARA COUNTY OFFICE OF EDUCATION

BUDGET STUDY COMMITTEE

MINUTES (unapproved)
April 21, 2010

Members Present:

Dr. Charles Weis, Chair
Dr. Kelly Calhoun
Doug Coffman
Joe Fimiani
Cathy Grovenburg
Laura Kidwiler
Grace Mah

Others Present:

Dr. Cary Dritz
Dr. Lucretia Peebles
Karen Spychala
Carole Hanna (recorder)

The meeting was called to order at 3:00 p.m. by Dr. Weis.

Roll Call and Introductions

All attendees introduced themselves.

Setting the Agenda

Motion made by Mr. Fimiani to accept the agenda as submitted; Ms. Kidwiler seconded the motion. The motion carried unanimously.

Approval of Minutes of March 17, 2010 Budget Study Committee meeting

Motion by Ms. Kidwiler, seconded by Ms. Grovenburg, that the minutes of the March 17, 2010, meeting be approved as submitted. The motion carried unanimously.

Hearing of persons desiring to address the Committee

No one wished to address the Committee.

Discussion Items

a) 2010-11 Budget Assumptions

Mr. Coffman reviewed the assumptions for revenues, ADA, expenditures and reserve requirements for the 2010-11 budget and answered questions. The one-time expenditures amounting to \$3,348,000 using fund 800 reserves were discussed. There are no changes in the indirect rates which were previously approved by the Board. Mr. Coffman clarified that the total the Board requirement of 5% will be met.

b) Review Charter Summit Expenditures

The total expenses for the Charter School Summit were reviewed and were below budget.

c) 2010-11 Board Budget

Dr. Weis noted the largest increases in the board's budget are election costs which are anticipated to increase again next year. After review of the budget it was decided to increase the legal fees budget to \$30,000 and to allocate \$10,000 for future Charter School "round table" discussions.

The FY2010-11 Budget will be presented to the Board for approval on June 17.

Next Scheduled meeting

The next meeting of the Budget Study Committee is May 5, 2010.

Adjournment

A motion to adjourn was made by Dr. Weis. The meeting adjourned at 4:00 p.m.

SANTA CLARA COUNTY OFFICE OF EDUCATION
2010-11 PROPOSED BUDGET
(INCLUDES ESTIMATED BEGINNING AND ENDING FUND BALANCES)
June 16, 2010

FUND	DESCRIPTION	OPERATING BUDGET				RESERVES	
		2010-2011 ESTIMATED REVENUE	2010-2011 EXPENDITURE BUDGET	SURPLUS/ (DEFICIT) (USE OF RESERVES)	TRANSFER TO REVENUE LIMIT CALCULATION	2010-2011 ESTIMATED BEGINNING FUND BALANCE	2010-2011 ESTIMATED ENDING FUND BALANCE
120	CHILD DEVELOPMENT	\$6,248,764	\$6,396,285	(\$147,521)		\$299,000	\$151,479
123	CHILD DEVELOPMENT-LPC	113,253	113,253	0		0	0
124	CHILD DEVELOPMENT-CACFP	1,441,630	1,441,630	0		0	0
350	COUNTY SCHOOLS FACILITIES FUND	0	0	0		0	0
560	DEBT SERVICE RESERVE	0	0	0		1,171,000	1,171,000
670	SELF INSURANCE - W/C	(1,025,000)	2,427,000	(3,452,000)		3,452,000	0
671	OTHER POST EMPLOYMENT BENEFITS	2,354,000	850,000	1,504,000		3,711,000	5,215,000
676	SELF INSURANCE-DENTAL	2,550,918	2,550,918	0		850,000	850,000
677	SELF INSURANCE-VISION	294,420	294,420	0		402,000	402,000
678	SELF INSURANCE-DISABILITY	38,000	38,000	0		98,000	98,000
679	SELF INSURANCE-MEDCO	1,636,000	1,636,000	0		438,000	438,000
800	SUPPORT SERVICES	16,516,000	20,438,384	(3,922,384)		20,407,000	16,484,616
800	EXCESS TAXES	0	0	0		9,607,000	9,607,000
800	ARRA	683,000	1,747,000	(1,064,000)		1,064,000	0
801	FACILITIES	0	2,750,000	(2,750,000)		6,154,000	3,404,000
801	FACILITIES RESTRICTED MAINT ACCOUNT	0	0	0		2,420,000	2,420,000
801	DEFERRED MAINTENANCE	0	827,000	(827,000)		2,452,000	1,625,000
802	RESERVE FOR VACATION & SICK LEAVE	0	0	0		1,246,000	1,246,000
810	REGIONAL SERVICES / SELPA	33,057,938	33,057,938	0		232,000	232,000
820	SPECIAL EDUCATION	70,195,483	70,747,956	(552,473)		1,689,000	1,136,527
840	SP ED IDEA/PART B, PASS THRU GRANTS	24,572,089	24,572,089	0		0	0
850	ENVIRONMENTAL EDUCATION	2,859,000	2,859,000	0		418,000	418,000
860	HEAD START GRANT	21,922,037	21,922,037	0		0	0
870	MIGRANT EDUCATION GRANT	8,867,284	8,867,284	0		0	0
880	FEDERAL / STATE GRANTS	18,802,953	18,802,953	0		3,088,000	3,088,000
890	REGIONAL TECHNOLOGY CENTER	6,152,534	6,152,534	0		5,448,000	5,448,000
920	ALTERNATIVE SCHOOLS COMMUNITY	5,874,505	6,681,695	(807,190)		140,000	(667,190)
930	CONTRACT SERVICES	3,434,462	3,434,462	0		0	0
940	ALTERNATIVE SCHOOL INSTITUTIONS	3,541,080	4,820,225	(1,279,145)		0	(1,279,145)
950	SPECIAL EDUCATION/STATE	13,326,142	13,326,142	0		570,000	570,000
970	SANTA CLARA COUNTY ROP	3,252,528	3,252,528	0		918,000	918,000
990	TRANSPORTATION	1,232,480	1,232,480	0		0	0
GRAND TOTAL		\$247,941,500	\$261,239,213	(\$13,297,713)	\$0	\$66,274,000	\$52,976,287

SANTA CLARA COUNTY OFFICE OF EDUCATION
2010-11 PROPOSED BUDGET
ANALYSIS OF RESERVE USAGE

Fund 120	Child Development Fund Use of Reserves: \$147,152 Program expenses are currently exceeding revenues due to huge State cuts that have been occurring.																
Fund 670	Workers Compensation Fund Use of Reserves: \$3,452,000 This is the second year of a planned use of reserves to reduce the claims reserve to actuarial requirements. This has been accomplished by reducing workers compensation rates by 2% of salaries for 2009-10 and 2010-11. This action was recommended by our external auditors and was approved by the Board in 2009-10.																
Fund 671	Other Post Employment Benefits Surplus: \$1,504,000 This fund is creating a surplus to offset our actuarial calculations of liability. This is the fourth year of our long term plan.																
Fund 800	Support Services Use of Reserves: \$3,922,384 This use of reserves is for the following projects: <table border="0" style="margin-left: 20px;"> <tr> <td>Ridder Park Reconfiguration</td> <td style="text-align: right;">\$500,000</td> </tr> <tr> <td>Preschool Support</td> <td style="text-align: right;">126,000</td> </tr> <tr> <td>Staff Wellness Program – Part 1 of 2</td> <td style="text-align: right;">222,000</td> </tr> <tr> <td>Technology Plan Funding – Part 1 of 3</td> <td style="text-align: right;"><u>2,500,000</u></td> </tr> <tr> <td style="padding-left: 40px;">Total Projects</td> <td style="text-align: right;">\$3,348,000</td> </tr> </table> <table border="0" style="margin-left: 20px;"> <tr> <td>Use of reserves to offset potential 8.2%</td> <td style="text-align: right;">574,384</td> </tr> <tr> <td>State reduction to revenues limit funding</td> <td style="text-align: right;"><u>574,384</u></td> </tr> <tr> <td style="padding-left: 40px;">Total Use of Reserves</td> <td style="text-align: right;">\$3,922,384</td> </tr> </table>	Ridder Park Reconfiguration	\$500,000	Preschool Support	126,000	Staff Wellness Program – Part 1 of 2	222,000	Technology Plan Funding – Part 1 of 3	<u>2,500,000</u>	Total Projects	\$3,348,000	Use of reserves to offset potential 8.2%	574,384	State reduction to revenues limit funding	<u>574,384</u>	Total Use of Reserves	\$3,922,384
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Total Use of Reserves	\$3,922,384																
Fund 800	ARRA Use of Reserves \$1,064,000 This will spend ARRA funds that have been received.																
Fund 801	Facilities Use of Reserves: \$2,750,000 Carryover Projects: <table border="0" style="margin-left: 20px;"> <tr> <td>Foundry Phase II</td> <td style="text-align: right;">\$1,750,000</td> </tr> <tr> <td>Snell Property Phase III</td> <td style="text-align: right;"><u>1,000,000</u></td> </tr> <tr> <td></td> <td style="text-align: right;">\$2,750,000</td> </tr> </table>	Foundry Phase II	\$1,750,000	Snell Property Phase III	<u>1,000,000</u>		\$2,750,000										
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- Fund 801 Deferred Maintenance
Use of Reserves: \$827,000
This is to implement the five year deferred maintenance plan.
- Fund 820 Special Education
Use of Reserves: \$552,473
\$280,000 is being transferred to the Transportation program to offset their deficit caused by State reductions over the past two years.
- \$272,473 use of reserves is to offset the .38% negative COLA the State is proposing.
- Fund 920 Alternative Schools – Community
Use of Reserves: \$807,190
The revenue for this budget was reduced significantly because ADA has declined from expectations. The program director is working to make reductions prior to the adopted budget.
- Fund 940 Alternative Schools – Institutions
Use of Reserves: \$1,279,145
The revenue for this budget was reduced significantly because ADA has declined from expectations. The program director is working to make reductions prior to the adopted budget.

Fund 850

Environmental Education



Walden West Students meet and discuss nature.

SCCOE Goal II: SCCOE Student Programs

SCCOE schools will be "*models of excellence*" in student learning and well-being.

SCCOE Goal III: Service to Districts

SCCOE services will be *indispensible* to schools and districts in the county.

SCCOE Goal IV: Service to Customers

SCCOE will be a *value added partner* to students, families, businesses, and governmental and community-based organizations.

ENVIRONMENTAL EDUCATION

Description

The Walden West Science Center is unique to Santa Clara County as a source for hands-on science and outdoor education. During the school year, Walden West provides week long outdoor science opportunities for over 8,500 5th and 6th grade students. By introducing intensive science education to students through field studies, games, and activities using inquiry based learning, Walden West instills students with a healthy sense of scientific curiosity that cannot be provided by the often cursory science education they receive from textbooks. Since the program began in 1950, more than 300,000 students have enjoyed the Walden West experience.

Windows to Our Watershed and Growing Gardens for Growing Minds are two additional half-day programs that offer interactive lessons to students' k-6.

Walden West summer programs provide opportunities for 1,500 children, 5-18 to participate in full day, week-long camps designed to improve socialization skills, foster an appreciation of the outdoors, and increase self-esteem.

All programs are enhanced by the 900 volunteer high school and college students who support Walden West programs.

In addition, Walden West Science Center also provides a conference facility for over 20 weekend leasing groups each year.

Source of Funding and Restrictions

The primary source of funding for this fund is fees charged per student for use of the facility. Also, the Walden West foundation has donated a large amount of money to develop capital facilities at Walden West. Revenues that come into this fund are restricted for Environmental Education uses.

**ENVIRONMENTAL EDUCATION
REVENUE AND EXPENDITURE SUMMARY**

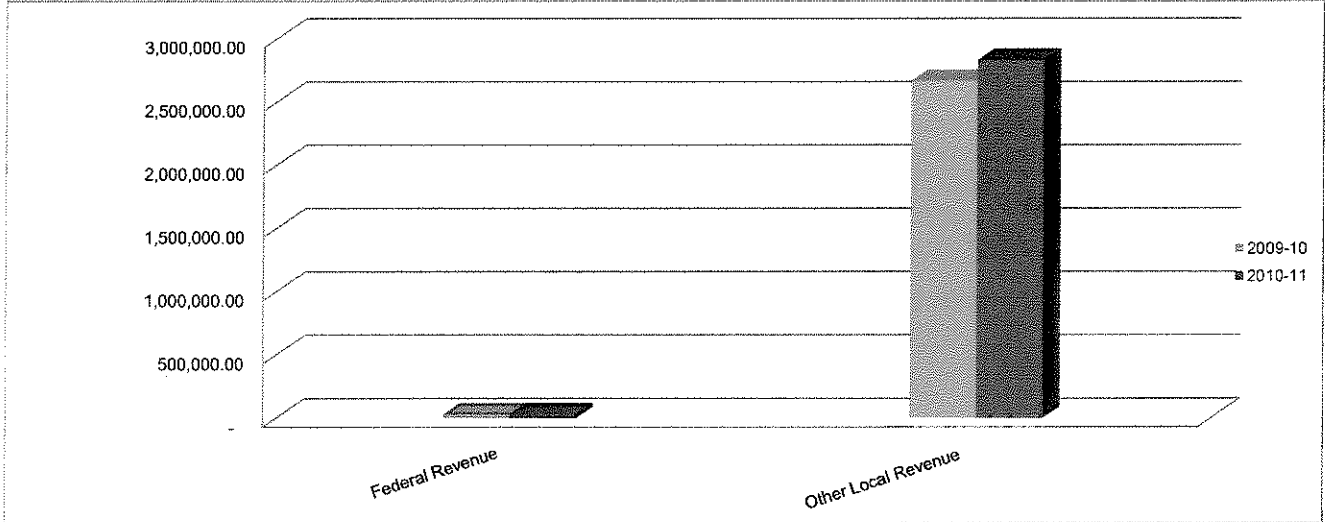
FUND 850

ITEM	2009-10 ESTIMATED	2010-11 PROPOSED
BEGINNING BALANCE	\$ 417,573	\$ 418,000
REVENUE	2,875,000	2,859,000
EXPENDITURE	<u>(2,874,573)</u>	<u>(2,859,000)</u>
ENDING BALANCE	<u><u>418,000</u></u>	<u><u>418,000</u></u>

**2010-2011
ANNUAL BUDGET**

**FUND 850
ENVIRONMENTAL EDUCATION**

Revenue



Object	Description	2009-10 Revised Budget May 1, 2010	2010-11 Proposed Budget	Variance Amount	%
8100-8299	Federal Revenue	30,000.00	30,000.00	-	-
8600-8799	Other Local Revenue	2,668,000.00	2,829,000.00	161,000.00	6.03
Total Fund 850		2,698,000.00	2,859,000.00	161,000.00	5.97

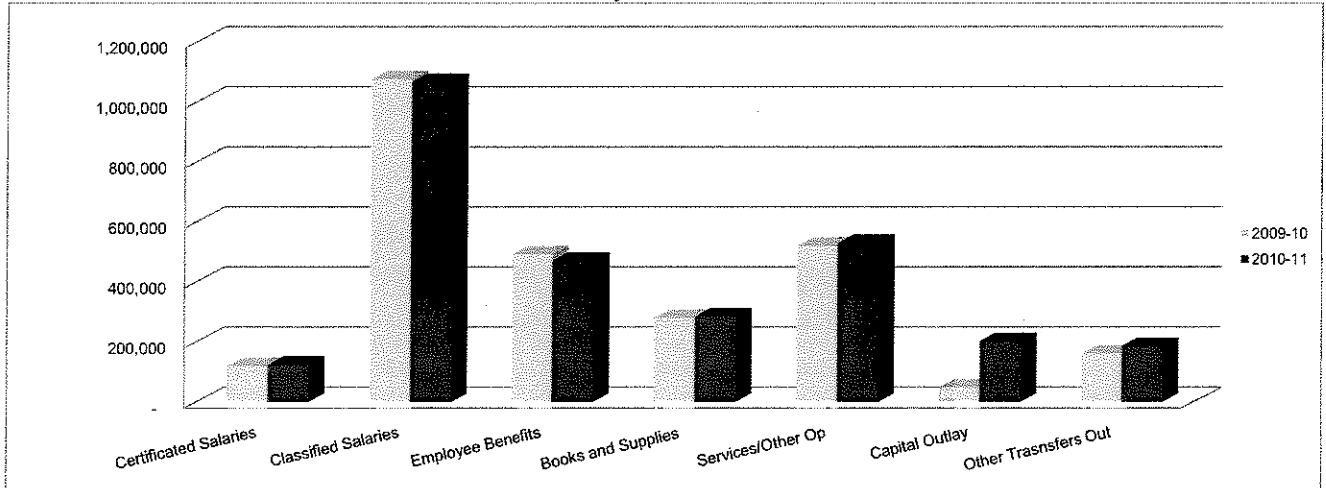
8600 - Increase due to increased participation in outdoor school, day camp and weekend rentals.

**2010-2011
ANNUAL BUDGET**

FUND 850

ENVIRONMENTAL EDUCATION

Expenditures



Object	Description	2009-10 Revised Budget May 1, 2010	2010-11 Proposed Budget	Variance Amount	%
1000-1999	Certificated Salaries	119,699	123,364	3,665	3.06
2000-2999	Classified Salaries	1,075,358	1,065,618	(9,740)	(0.91)
3000-3999	Employee Benefits	491,951	469,570	(22,381)	(4.55)
4000-4999	Books and Supplies	280,715	284,690	3,975	1.42
5000-5999	Services/Other Op	520,098	528,767	8,669	1.67
6000-6999	Capital Outlay	48,470	201,591	153,121	315.91
7300-7399	Other Transfers Out	161,709	185,400	23,691	14.65
Total Fund 850		2,698,000.00	2,859,000.00	161,000.00	5.97

3000 - Decrease due to Worker's Compensation credit.

6000 - Increase due to preliminary work on the science lab project.

7300- Increase in indirect costs related to increase in total budget and indirect cost rate.

**FUND 850
Environmental Education**

Summary Of Budgeted Expenditures By Cost Center

Cost Center	Description	2009-10	2010-11	Variance	
		Revised Budget May 1, 2010	Proposed Budget	Amount	%
810850	Facility PG&E	66,666	67,292	626.00	0.94
840010	Environ ED/Outdoor School	1,991,717	2,026,062	34,345.00	1.72
840020	Environmental ED - Day Camp	347,141	317,021	(30,120.00)	(8.68)
840030	ENV. ED. Leasers	36,437	37,455	1,018.00	2.79
840050	ENV. ED. Garden Program	1386	1411	25.00	1.80
840080	ENV ED-Free Food And Meals	30,000	30,000	-	-
840081	ENV ED-Free Food And Meals	117,150	118,250	1,100.00	0.94
840100	Walden West Renovation	107,503	261,509	154,006.00	143.26
Totals		2,698,000.00	2,859,000.00	161,000.00	5.97